



RICHARD  
SANDOVAL  
HOSPITALITY

## FOOD MENU DESIGN BRIEF REQUEST FORM & SOP

### PROJECT DESIGN DETAILS

PROJECT NAME	Dessert
PROPERTY	Zengo, West Bay, Doha
SIZE (PIXELS = WEB) OR (INCHES = PRINT)	A5
ORIENTATION (PORTRAIT OR LANDSCAPE)	Portrait
DATE NEEDED	09/01/2026

### MENU SUBMITTAL SOP

#### STEP 1: OBTAIN APPROVALS

##### FOOD MENUS: REQUIRED APPROVALS (INCLUDING SPECIAL HOLIDAY MENUS, RESTAURANT WEEK MENUS, ETC.)

1. **Menu Brief Preparation:**
  - o Property GM, Director of F&B, Executive Chef, Chef de Cuisine, or Head Chefs must ensure that menu briefs are thoroughly reviewed before submission.
  - o The brief should be checked for **grammar, spelling, allergens, and an associated cost** based on a **PMIX analysis and menu engineering**.
  - o Pricing should be **informed and included in the initial submission**, rather than added after approval.
  - o **Completed menu submission must be received no less than 14 days before the proposed change.**
2. **Initial Review:**
  - o The Property GM, Director of F&B, Executive Chef, Chef de Cuisine, or Head Chefs send the menu brief to the **RSH Culinary Director & RSH Regional Director of Operations** for a preliminary review and discussion.
3. **Final Approval Process:**
  - o The RSH Culinary Director will forward the reviewed brief to the **RSH VP of Operations** (CC Isabella Sandoval) for **final edits and approval**.
4. **Menu Design Kickoff & Distribution:**
  - o Once final edits are made and the menu is approved, the **VP of Operations will upload the document into the RSH Culinary Teams folder**.
  - o **For Owned & Operated properties or those with contracted RSH Brand & Marketing oversight:**
    - VP of Operations will upload into **ClickUp** and assign it to the **Marketing team** for menu design updates, then route it to the **Regional Director of Operations and Culinary Director**.
  - o **For other properties:**
    - VP of Operations will upload into **ClickUp** and assign it to the **Regional Director of Operations and Culinary Director** for distribution to the **Property GM/Chef team**.

#### STEP 2: DESIGN DEVELOPMENT

EXISTING MENU EDITS: 1-2 business days once project is received via ClickUp by VP of Operations

NEW MENU DEVELOPMENT: 5 business days once project is received via ClickUp by VP of Operations

### MENU

Please drop the menu content below on page 2.



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**Dessert**

**Tokoroten**

~~mango yuzu sorbet, granola, lychee, mochi D,G,N 78~~

**Tiramisu Boba**

~~classic tiramisu base, grass jelly, popping chocolate D,E,G 60~~

**Es Campur**

~~corn flan, tropical fruits, coconut sorbet, rose water espuma D,E,G,SU 57~~

**Mango**

**black glutinous rice, mango curd, mango sorbet, kanom dok jok D, E,G 60**

**Matcha Basque Cheesecake**

**dulce de leche cream, boba, raspberry compote D,E,G 60**

**Smoking Chocolate Pot**

valrhona dark chocolate, thai tea center, thai tea ice cream D,E,G 60

**Black Pearl**

milk chocolate mousse, miso caramel, sesame sponge, vanilla ice cream D,E,G,SE 60

**Honeycomb**

~~honey comb~~**honeycomb** cake, honey ice cream, honey caramel D,E,G,N 80

**Housemade Ice Cream**

choose a scoop: chocolate, honey, matcha, thai tea, vanilla D,E 22

**Housemade ~~Homemade~~ Sorbet**

choose a scoop: lemon, mango, passion fruit, raspberry, coconut VG 22

C crustaceans | CE celery | D dairy | E egg | F fish | G gluten | L lupin | MO mollusc | MU mustard | N nuts | P peanut | SE sesame | S soya | SU sulphites | V vegetarian | VG vegan  
\*consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.